## NAVAL STATION TREASURE ISLAND REMEDIAL PROJECT MANAGER AND BASE REALIGNMENT AND CLOSURE CLEANUP TEAM MEETING MINUTES

#### **April 10, 2001**

These minutes summarize discussions held at a meeting of remedial project managers (RPM) and the Base Realignment and Closure (BRAC) Cleanup Team (BCT) for the former Naval Station Treasure Island (TI). The meeting was held at the Regional Water Quality Control Board (RWQCB) office in Oakland, California, and began at approximately 9:40 a.m. on April 10, 2001. The agenda and sign-in sheet are included as Attachment 1. The following people attended the meeting:

John Baur I

International Technology Corporation (IT)

Tracy Craig

Tetra Tech EM Inc. (TtEMI)

Victor Early

**TtEMI** 

Steve Edde

Naval Facilities Engineering Command, Southwest Division

(SWDIV)

Kevin Hoch

**TtEMI** 

Jim McClure

Olivia Chen Consultants (OCC), consultant to San Francisco

Redevelopment Agency (SFRA)

Sarah Raker

Regional Water Quality Control Board (RWQCB)

Phillip Ramsey

U.S. Environmental Protection Agency (EPA)

Marcie Rash

**TtEMI** 

David Rist

California Department of Toxic Substances Control (DTSC)

Paul Rosenfeld

**SWDIV** 

Jim Sullivan

**SWDIV** 

Marcy Yeshnowski

**TtEMI** 

Date Draft: May 1, 2001

Date Final:

#### I. Introductions and Meeting Guidelines

Following introductions, Marcie Rash (TtEMI) distributed and reviewed the meeting guidelines, then proceeded with the next agenda item.

#### II. Review Action Items

The BCT reviewed the action item table, providing a brief update on each item. A revised version of this table, included as Attachment 2, reflects both the revisions made during this discussion as well as additional action items that emerged throughout the rest of the meeting.

While reviewing the action items pertaining to outstanding meeting minutes, the BCT discussed establishing an "expiration date" for the meeting minute review process. The BCT agreed that if the meeting minutes have not been issued in draft form 60 days from the meeting date, the minutes would remain in permanent draft form. With regard to the meeting minutes that are currently outstanding, the BCT agreed that if not issued by May 1, 2001, they would also remain in permanent draft form.

#### III. Update on Site 12 and Former Storage Yard

#### **Schedules**

An updated Site 12 schedule was distributed on March 27, 2001. Due to additional internal Navy review, it is likely that the distribution of the draft Site 12 engineering evaluation/cost analysis (EE/CA) will be further rescheduled. The Navy has an internal meeting scheduled for Wednesday, April 11, 2001, and will provide the BCT with an updated Site 12 schedule by Friday, April 13. David Rist (DTSC) stated that if the EE/CA schedule is delayed to the extent that remediation will not occur as scheduled in June to July 2001, DTSC would be concerned that sod, the current protective barrier, would not provide sufficient protection over an extended time period. Given the residents expressed concern, DTSC would encourage the Navy to consider additional, more protective interim measures if the remediation schedule is significantly delayed. The BCT acknowledged that the current interim measures are being monitored regularly, and that the Navy has provided residents a contact person for sod maintenance issues.

#### **Interim Measures**

Since the BCT last met, all of the agreed-upon step-out locations have been sampled. The BCT will have a brief technical discussion following the meeting to review the trenching data and to establish an initial proposal as to whether the remaining backyards at Building 1317 should be included in the remaining step-out sampling. The BCT will consult with members not present before reaching a final decision. Mr. John Baur (IT) noted that the observational geologist has begun compiling his report and that the remaining data should be available in the next 6 weeks. The Navy stated that the remaining data would be distributed as it became available.

#### Former Storage Yard (FSY) Air/Soil Sampling

The BCT has received the "Draft Field Sampling Plan (FSP) and Quality Assurance Program Plan (QAPP) for PCBs in Indoor Air at the FSY and comments are due by Friday, April 13, 2001. Additionally, the "Final FSP/QAPP Addendum for Installation and Sampling of Additional Monitoring Wells at the FSY" and "Draft FSP/QAPP for Vertical Extent at FSY" will be distributed by April 13th. Comments on the "Draft FSP/QAPP for Vertical Extent at FSY" are requested by April 27, 2001.

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Date Final:

TC.0308.10966

#### Buildings 1311 and 1313 Total Petroleum Hydrocarbons (TPH) Issues

The BCT discussed TPH around Buildings 1311 and 1313. While the BCT has tentatively agreed that the TPH would remain in place and continually monitored, Mr. Rist stressed that the Navy should provide documentation outlining how this decision was reached, as either a part of the corrective action plan (CAP) or the Site 12 remedial investigation (RI) report. Jim Sullivan (SWDIV) stated that the Navy would prepare a letter describing the basis for the TPH decision and provide applicable historical documentation as attachments. Mr. Baur noted that IT has additional monitoring well data for this area and will forward it to the Navy. The BCT also agreed that similar documentation is needed for volatile organic compounds (VOC) and methane issues in this area. Mr. Sullivan stated that the Navy would prepare a letter and provide applicable attachments to address VOC's and methane. Once these issues are documented, the BCT can formally agree upon a final decision.

#### IV. Yerba Buena Island (YBI) Lead-in-Soil Sampling and Abatement

During a technical meeting (held late March), the BCT reviewed the lead-in-soil data and agreed that approximately 60 square feet area of soil will be removed in front of Building 66. IT is currently preparing a work plan for this removal action and anticipates that it will be submitted to the Navy for review by Friday, April 20, 2001. The Navy also plans to address the stained soil and old fuel line; however, will do so in a separate project. IT has also begun preparing the work plan for that work, and anticipates that it will be submitted to the Navy for review before the end of April. The BCT noted that additional petroleum work might delay the leasing schedule for Building 66.

## V. Restoration Advisory Board (RAB) Meeting Agenda

The following agenda items were suggested during a conference call earlier in the week between Jim Sullivan and Nathan Brennan (RAB co-chair), and agreed upon by the BCT:

- > Introductions
  - ✓ Introduce RAB members
  - ✓ Introduce BCT members
  - ✓ Review new member packet
- > General overview of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA)
  - ✓ Inquire whether new members would like a base tour/introduction
- > Field Work and Upcoming Document Update
  - ✓ Provide Navy field schedule and document tracking sheet
  - ✓ Briefly discuss current activities

Anticipating significant questions from new members, the BCT agreed to limit technical agenda items for the upcoming RAB meeting. The BCT agreed that during the May RAB meeting, it might be useful to discuss Site 12 in the context of the CERCLA process, to provide an overview of Site 12 issues as well as insight into the investigation and remediation process. Mr. Sullivan also suggested holding a base tour and introductory workshop for the new members in the near future.

Date Draft: May 1, 2001

Date Final:

#### VI. Community Relations Update

The RAB has accepted eight new members, and nine other applications are currently under review. Additionally, the Navy has distributed letters to current RAB members who have not attended a meeting in the past 4 months, to determine whether they are still interested in participating. The Navy has also created new member information packets, which will be distributed at the next meeting. Mr. Sullivan noted that the Navy is also tentatively planning a Saturday introductory workshop for RAB members. Lastly, the Treasure Island community relations plan is being updated. The process includes conducting approximately 30 community interviews to assess community perceptions and concerns.

#### VII. Leasing and Base Transfer Update

Mr. Sullivan distributed a draft version of the economic development conveyance (EDC) property disposal map, which is included as Attachment 3. The three parcels scheduled for transfer in fiscal year 2002 are the Hotel/South Waterfront parcel, TI Core parcel, and Yerba Buena Island (YBI) Development parcel. Mr. Sullivan noted that the proposed boundaries are subject to change, pending determinations in the environmental baseline study (EBS). To facilitate internal DTSC discussions regarding a basewide record of decision (ROD), Mr. Rist suggested that the Navy provide documentation (letter and possibly a flow-chart) that outlines the Navy's proposed transfer plan. Mr. Rist encouraged the Navy to provide this in a timely manner, to avoid delays in the transfer process. DTSC wants to ensure that the whole base has been considered and to document the decision-making process accordingly.

Jim McClure (OCC) inquired as to why the two small, submerged areas near YBI are considered a part of the submerged parcel. Mr. Sullivan stated that the submerged area around TI is defined by a rectangular boundary offshore, while YBI's submerged parcel is defined by a boundary that follows the shoreline at a defined distance offshore. He also noted that most of the YBI offshore area is controlled by the U.S. Coast Guard (USCG). As a result, the two small, submerged areas are considered a part of the submerged parcel because they represent the area included in the boundary described above, less the areas controlled by the USCG.

The BCT also discussed the review process for finding-of-suitability-to-lease (FOSL) and finding-of-suitability-to-transfer (FOST) documentation. The Navy will provide a draft version to the BCT for review, address the BCT's comments, and issues a final document. Mr. Sullivan noted that FOSL documents are signed by the Navy's commanding officer of Engineering Field Activity West, Captain Buchanan.

Lastly, Mr. Sullivan noted that with the completion of the lead in soil sampling work on YBI, Building 111 could potentially be available for lease.

#### VIII. Site 24 Update

The "Draft FSP/QAPP for Additional Investigation at Installation Restoration (IR) Site 24" has been distributed to the BCT, and the review period extends through April 17, 2001. The agencies did not anticipate needing additional review time. However, Mr. Rist noted that several documents have been distributed in the past few months, and requested that the Navy consider the number of documents currently issued for review when determining the review period.

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Date Final:

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#### IX. Other Items

Sarah Raker (RWQCB) requested clarification as to why Clipper Cove has become a separate operable unit from the rest of the offshore area. Mr. Sullivan noted that Clipper Cove is a priority transfer area for the Treasure Island Development Authority (TIDA), and the transfer schedule was being affected by the ongoing offshore field inverstigation of IR Site 12. Making Clipper Cove a separate operable unit allows the schedule to progress independently. The Navy and TIDA remain in disagreement with other issues relating to Clipper Cove, and these issues are currently being addressed by the upper management of each organization.

The BCT discussed the idea of holding biweekly conference calls, and agreed to discuss this idea further when Michael Bloom of SWDIV returns. Additionally, the agencies requested that the contact list be updated to include mail codes for Navy personnel and additional IT staff. The agencies also requested an updated meeting schedule.

Mr. Rist stated that DTSC has observed an additional former storage yard on a 1975 aerial photograph; the area is located on the southern end of the schoolyard. Mr. Rist encouraged the BCT to consider how to address this potential issue and noted that the suspected storage area is currently paved, and adjacent to occupied housing. Mr. Sullivan stated that the Navy would discuss this issue internally and provide a response to the BCT. Mr. Sullivan noted that the aerial photographs are being duplicated for members of the BCT.

#### X. **Discuss Future Agenda Items**

The BCT proposed that the following items be discussed at the next meeting, scheduled for May 8, 2001:

- Groundwater Issues
  - ✓ Institutional controls for groundwater
  - ✓ Navy response to RWQCB Site 12 issues
  - ✓ Site 12 as related to closure issues
  - ✓ Tidal mixing study ✓ TPH

  - ✓ Point of compliance
  - ✓ Groundwater monitoring update
- Site 12 EE/CA Update
- EIS Update
- Bay Bridge/CALTRANS update

Lastly, because many documents are still in Navy review, Mr. Sullivan stated that the document tracking sheet and Navy field schedule would be distributed via e-mail later in the week.

Date Draft: May 1, 2001

Date Final:

## ATTACHMENT 1 SIGN-IN SHEET AND AGENDA

(3 PAGES)

Date Draft: May 1, 2001 Date Final:

Meeting:	BCT	
Date:	April 10, 2001	<b>₹</b>

## SIGN-IN SHEET

<u>Nar</u>	<u>me</u>	Organization	Phone
1. Jim	MCLURE	(GEOMATRIX /SF	RA)
2. <u>Jim</u>	Sullival	U.S. Nay SWDY	V
3. Phil	ip Ramse	y U.S. EPA	
	DIZ EARLY	Tetra Tech	
5. Sai	IL Raken	RWUCB	
6. Dais	PRit	DTSC	
7. Paul	Rosenfeld	5WDIV	
8. Joh	n Baur	IT	
9. <u>S</u>	EVE EDDE	NAVY	
10. <u>Ke</u>	vin Hoch	TetraTech	
11. <u>1/0</u>	rcy Caig	TFEMI	
12. <u>Ma</u>	rierash	TEEMI	
13. <u>Ma</u>	ncy Yeshni	owski TtEMI	
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#### DRAFT AGENDA

#### NAVAL STATION TREASURE ISLAND REMEDIAL PROJECT MANAGERS/BRAC CLEANUP TEAM MEETING

Date:

Tuesday, April 10, 2001

Time:

9:30 a.m. to 1:30 p.m.

Place:

Regional Water Quality Control Board, 1515 Clay Street, Oakland

(near City Centre BART Station)

9:30 - 9:40

Item:

I. **Introductions & Meeting Guidelines** 

Lead:

Facilitator

Navy

9:40 - 9:55

Item:

II. **Review Action Items** 

Lead:

Facilitator/Navy

Goal:

Review the status of each action item

Process:

Quick review focusing on the action item only

9:55 - 10:45

Item:

Update on Site 12 and Former Storage Yard V.

Site 12 Overall Schedule

**Interim Measures Update** 

Former Storage Yard Air/Soil Sampling

Opening:

Goal:

(1) Update BCT on activities since the last BCT meeting; (2) update on

what is planned for the next month; and (3) schedule meetings to

resolve outstanding issues.

Process:

Presentation and discussion

10:45 - 11:00 Item:

VI. YBI Lead in Soil Sampling/Abatement

Opening:

Navv

Goal:

Update status of field work

Process:

Present update and answer questions

11:00 - 11:15 Item:

III. **RAB Meeting Agenda** 

Opening:

Facilitator/Navy

Goal:

Provide input for April agenda

Process:

Discuss the items on the April 17, 2001 RAB meeting agenda

11:15 - 11:30 Item

IV. **Community Relations Update** 

Opening:

Navy

Goals:

Update the BCT on current CR activities

Process:

Present update and answer questions

11:30 - 12:30

**LUNCH BREAK** 

12:30 - 12:45 Item:

VII. Leasing and Base Transfer Update

Opening:

Navy

Goal:

Present update on leasing and property transfer

Process:

Present update and answer questions

12:45 - 1:00

VIII. Site 24 Update

Opening:

Navy

Goal:

Item:

Update on additional investigation work plan

Process:

Present update and answer questions

1:00 - 1:15

Item:

X. Other Items

Opening:

Facilitator

Goal:

To briefly identify and discuss any other items for the BCT

Process:

Discuss/identify items

1:15- 1:30

Item:

XI. Discuss Future Agenda Items

Opening:

Facilitator

Goal:

Agree on agenda items

Process:

Discuss/identify agenda items for next RPM/BCT meeting

Note: Action items will be reviewed after each agenda item.

### **Future RPM/BCT Meetings:**

May 8, 2001, Tetra Tech EMI, San Francisco June 12/13, 2001, Southwest Division, San Diego July 10, 2001, Tetra Tech EMI, San Francisco

## ATTACHMENT 2 REVISED ACTION ITEM TABLE

(6 PAGES)

Date Draft: May 1, 2001 Date Final:

Item	Action Item	Lead	Due Date	Revised Due Date	Completed	Comments
ADMI	NISTRATIVE					
1	Finalize July, August, October, November, and December meeting minutes	Navy/TtEMI Jim Sullivan/ Marcy Yeshnowski	03/16/01	04/24/01		
2	Distribute draft January and February meeting minutes	Navy/TtEMI Jim Sullivan/ Marcy Yeshnowski	04/24/01			
3	Incorporate other program meeting action items into master list	Navy/TtEMI Michael Bloom/ Marcy Yeshnowski	TBD			CAP, Groundwater, Pipeline, and UST program action items
4	Determine potential data gaps beneath buildings and how to resolve this issue.	Navy Jim Sullivan	04/24/01			To be discussed in onshore CERCLA meeting on April 24, 2001.
5	Distribute updated version of BCT contact list	Navy/TtEMI Jim Sullivan/ Marcy Yeshnowski	ASAP	04/13/01		Add Navy mail codes, additional IT contacts
6	Status report at each BCT meeting on the CAP, pipeline, UST, and groundwater program	Navy Ellen Casados	TBD	05/08/01		·
7	Distribute updated version of TI leasing map	SFRA Martha Walters	04/10/01	TBD		
8	Resolve Navy review time/process for FSP/QAPP's	Navy Michael Bloom	TBD			Specifically regarding acquiring signature pages for revisions
9	Schedule bi-weekly BCT conference calls	Navy Michael Bloom	TBD			

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Item	Action Item	Lead	Due Date	Revised Due Date	Completed	Comments
ADMI	NISTRATIVE (Continued)					
10	Provide figures for agenda items	Navy TtEMI IT	05/08/01			Will be incorporated into standard operating procedures.
BASE	WIDE					
11	Schedule for update of EBS & historical schedule	Navy/TtEMI Jim Sullivan/ Jordie Bornstein	TBD	05/08/01		Delayed due to funding. Funding in process.
12	Provide schedule for lead-based paint abatement work and FOSL for YBI	Navy Jim Sullivan	03/13/01	04/17/01		The proposed date for the work to be completed is September 4, 2001.
13	Distribute Repository Index to BCT	Navy Michael Bloom	01/23/01	04/20/01	¥	Submit via electronic mail (Microsoft Excel file).
14	Provide update on FFSRA schedule	Navy Michael Bloom	TBD	05/08/01		•
15	Resolve lead in soil action levels	Navy/DTSC James Sullivan David Rist	TBD			Leadspread methodology, will be addressed in Site 12 EE/CA review period
16	Distribute DTSC comments regarding PAH's at Building 1101 to BCT	Navy Jim Sullivan	TBD	04/13/01		Following reciept of comments
17	Provide letter and/or flowchart to DTSC regarding parcel transfer plans and proposed process	Navy Jim Sullivan	TBD			

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Item	Action Item	Lead	Due Date	Revised Due Date	Completed	Comments
COMI	MUNITY RELATIONS					
18	Prepare Building 1211 Monthly Update	Navy Jim Sullivan	03/19/01	04/13/01		
19	Draft Site 12 and EE/CA Fact Sheet	Navy/TtEMI Jim Sullivan/ Tracy Craig	04/05/01	TBD		Dependant on schedule of draft EE/CA.
20	CRP Update	Navy/TtEMI Jim Sullivan/ Tracy Craig	07/01/01			
21	Develop Draft Newsletter	Navy/TtEMI Jim Sullivan/ Tracy Craig	03/26/01	6/31/01		
22	Follow-up with Building 1313 residents	Navy/TtEMI Steve Edde/ Tracy Craig	TBD			Unit 1313B
23	Distribute RAB new member packets to BCT	TtEMI Tracy Craig	04/17/01			÷
24	Mail 2001 CR Plans to EPA	Navy/TtEMI Jim Sullivan/ Tracy Craig	TBD			
GROU	GROUNDWATER PROGRAM					
25	Send RWQCB response letter to Navy regarding water quality issues at Site 12.	Navy/TtEMI Jim Sullivan/ Jerry Wickham	04/10/01	05/08/01		Previous letter dated 10/13/99 was submitted to the Navy by TtEMI. The second letter dated 03/10/00 addressed to DTSC needs to be responded to.

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			<u> </u>	Revised		
Item	Action Item	Lead	Due Date	Due Date	Completed	Comments
GROU	JNDWATER PROGRAM (Continued)					
26	Research institutional controls for groundwater in regards to clean parcels adjacent to contaminated parcels	Navy/RWQCB Ellen Casados Sarah Raker	TBD			5/08/01 meeting between Navy/RWQCB will provide further clarification on this item.
OFFS	HORE IR PROGRAM					
	None					
ONSH	IORE IR PROGRAM					
27	Schedule a meeting to address TPH for the onshore sites.	Navy/RWQCB Ellen Casados/ Sarah Raker	TBD.			April 26, 2001, 1:00 p.m. @ TtEMI
SITE	12					
28	Schedule a meeting for next PCB sampling event	Navy Paul Rosenfeld	TBD		1	Conference call held on April 5, 2001
29	Letter documenting Navy's position on PAH's at Building 1101H	Navy Jim Sullivan	TBD	04/23/01		Dependent on work in Bigelow Court
30	Research formal decision making process for EE/CA	Navy Jim Sullivan	TBD			Will be incorporated into Site 12 EE/CA cover letter
31	Call Site 12 residents at least 48 hours prior to interim measures field work	Navy Jim Sullivan Paul Rosenfeld	TBD		<b>\</b>	Has been incorporated into standard operating procedures.

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Item	Action Item	Lead	Due Date	Revised Due Date	Completed	Comments
SITE	2 - continued					
32	Discuss well locations in FSY.	BCT All,	04/05/01		<b>\</b>	Discussed after the April 10, 2001 BCT meeting
33	Provide comments on Site 12 data gaps table	BCT All	03/27/01	TBD		Groundwater conference call postphoned (originally 4/18); other items will be addressed during EE/CA review process
34	Provide response regarding potential former storage yard located at the southern end of school yard	Navy Jim Sullivan Paul Rosenfeld	TBD			DTSC observed on 1975 aerial photo
35	Revise Site 12 schedule	Navy Jim Sullivan Paul Rosenfeld	TBD			Consider whether additional interim measures are necessary due to delayed EE/CA schedule
36	Distribute historical TPH data collected from 1311/1313 area to Navy	IT John Baur	TBD			
37	Write letter and provide historic documentation regarding VOC's and methane at Site 12, and the TPH investigation area near Building 1311	Navy Jim Sullivan Paul Rosenfeld	TBD			
39	Distribute interim measure data as it becomes available	Navy/IT Paul Rosenfeld John Baur	ASAP			Will be incorporated into standard operating procedures.

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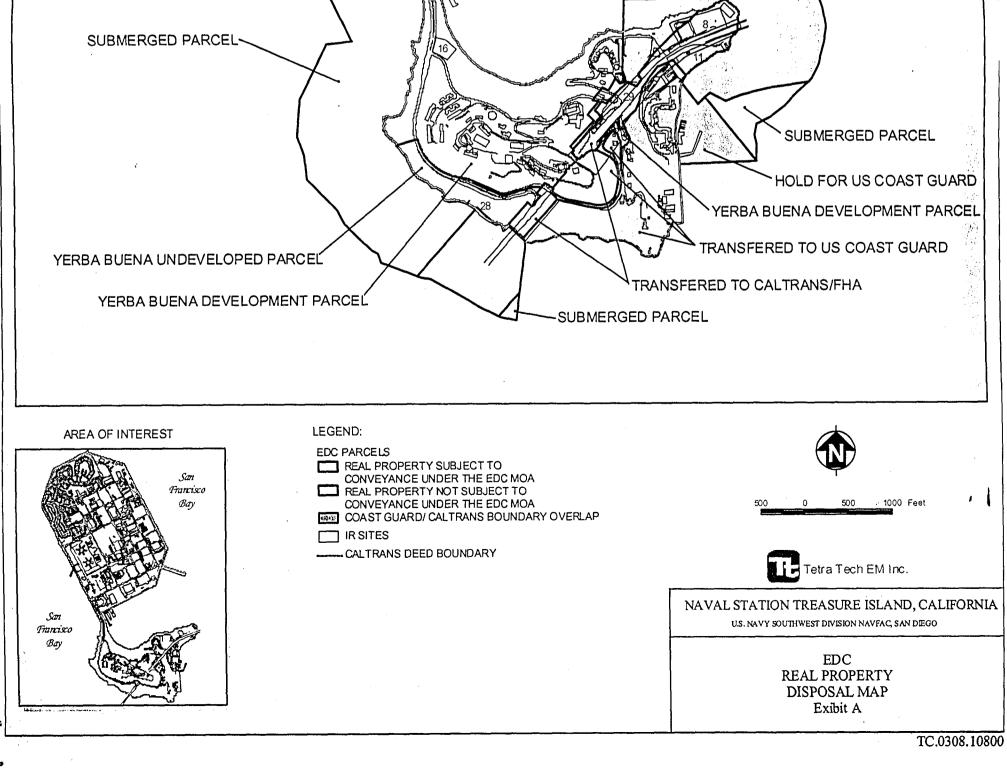
Notes:	tes: Gray shading indicates items that are complete and will not be shown on the following action list.						
AOC	Area of concern	IR	Installation restoration				
ASAP	As soon as possible	IT	International Technology Corporation				
BCT	Base Realignment and Closure Cleanup Team	Navy	U.S. Department of the Navy				
BLTL	Business Line Team Leader	QAPP	Quality assurance project plan				
. CAP	Corrective action plan	RI	Remedial investigation				
CDFG	California Department of Fish and Game	RWQCB	California Regional Water Quality Control				
DTSC	California Environmental Protection Agency, Department of Toxic Substances Contro	SFRA	San Francisco Redevelopment Agency				
ECP	Environmental condition of property	TBD	To be determined				
FFSRA	Federal facilities site remediation agreement	TI	Naval Station Treasure Island				
FOSL	Finding of suitability to lease	TPH	Total petroleum hydrocarbons				
FSP	Field sampling plan	TtEMI	Tetra Tech EM Inc.				
FSY	Former storage yard	UST	Underground storage tank				
GW	Groundwater	YBI	Yerba Buena Island				

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## ATTACHMENT 3 EDC REAL PROPERTY DISPOSAL MAP

(1 PAGE)

Date Draft: May 1, 2001 Date Final:





Contract No. N62474-94-D-7609	Docu	ment Control No.	TC . 0308 . 10966
TO: Mr. Richard Selby, Cod Contracting Officer Naval Facilities Engine Southwest Division 1230 Columbia Street, S	ering Command	DATE: CTO: LOCATION: NAVSTA Tr	04/30/01 308 easure Island, San Francisco
San Diego, CA 92101- FROM:	Hros	· · · · · · · · · · · · · · · · · · ·	
Daniel Chow,	Program Manager		
DOCUMENT TITLE AND DATE	:		
Draft Base Realignment and Clos	sure Cleanup Tean	n Meeting Minute	es, April 10, 2001
12.00			
TYPE: Contractua Deliverable	_	Technical Deliverable	Other
VERSION: Draft		RFV	ISION#: NA
	Praft Final, Final)	TCD V	101011111
ADMIN RECORD: Yes 🛛	No 🗌	CATEG	ORY: Confidential
SCHEDULED DELIVERY DATE	:NA	ACTUAL DEI	LIVERY DATE:05/02/01
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Basic Contract File (02R1)	Victor Early		Sarah Raker (RWQCB)
1C/1E	1C		1E
Michael Bloom (06CT)	Marcie Rash		
1C/1E	1C		Date/Time Received
Diane Silva* (05G.DS)	Marcy Yeshnowsh	ki	
3C/3E	1C/1E		
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